

Solicitation AHRQ-12-10011 “My Own Network powered by AHRQ -MONAHRQ” is amended as set forth below:

1. Section L7 (b) page 91 is modified to read:

- (b) Authorized Official and Submission of Proposal: The proposal shall be signed by an official authorized to bind the offeror's organization.

Proposals shall be typewritten, reproduced on letter sized paper with no less than a 11 point font, double-spaced (lists of deliverables, person loading charts, and similar materials need not be double-spaced, so long as they are legible). To expedite the proposal evaluation, proposal shall be submitted in **the following** parts. Each part shall be separate and complete so that evaluation of each part may be accomplished independently. The name of the offeror, the RFP number and the title of the RFP should appear on the cover of each part.

- I. TECHNICAL PROPOSAL: See Technical Proposal Instructions (L.8). Submit Original, (clearly marked) and 10 copies plus 2 CD ROM copies.
- II. PAST PERFORMANCE INFORMATION: See Past Performance Information Instructions for format (L.9). Submit Original, (clearly marked) and 5 copies.
- III. BUSINESS PROPOSAL: See Business Proposal Instructions (L.10). Submit Original, (clearly marked) and 5 copies plus 2 CD ROM copies in Excel format .

2. L9 Past Performance the first two paragraphs are modified to read:
Offerors shall submit the following information as part of their proposal for both the offeror and proposed major subcontractors:

- (a) A list of five (5) contracts and subcontracts completed during the past three years or currently in process that are similar in nature to the solicitation workscope. Contracts listed may include those entered into by the Federal Government, agencies of State and local governments and commercial customers. Offerors that are newly formed entities without prior contracts should list contracts and subcontracts as required for all key personnel. Include the following information for each contract and subcontract:

3. Page 30 of 108, Section C.

The subtask under I-3.2.6 that is currently labeled “I-3.2.5.2. *New materials*” should be labeled “I-3.2.6.2. *New materials*”.

The subtask under I-3.2.6 that is currently labeled “I-3.2.5.3. *Ongoing activities*” should be labeled “I-3.2.6.3. *Ongoing activities*”.

4. Page 97, Section L, the subsection entitled “Dissemination and Outreach: Other Activities” should refer to the subtask on page 30, Section C, labeled “I-3.2.6.4. New activities”.

5. **SECTION F.2 DELIVERABLE SCHEDULE is revised as follows:**

Tasks number I-2.1 and II-2.5 in the Deliverables Table are modified to read as follows:

Task Number	Deliverable Description	508 Compliant	Format	Due Date
I-2.1	SDLC process plan & documentation templates (to be updated at the start of each development cycle, or approximately annually)	No	Electronic	2 months from EDOC and at the start of each development cycle thereafter, or approximately annually
II-2.5	Create two MyQI Guides	Yes	Electronic	Embedded in releases of MONAHRQ 6.0, 7.0, and 8.0

SECTION L.10 BUSINESS PROPOSAL INSTRUCTIONS are revised to include the following:

NOTE: The following assumptions are for informational purposes. Offerors are required to submit proposals that reflect their estimated and proposed costs for performing the requirements of the Statement of Work. Offerors estimated and proposed costs must reflect their proposed technical approach.

The MONAHRQ project has various requirements in software engineering, website design, healthcare quality measurement and reporting, dissemination, and assessment. AHRQ encourages the offeror to assemble a group of organizations and consultants to address these requirements. Such a group might include, for example, a software and website design and development organization; one or more researchers or organizations experienced in healthcare quality measurement, reporting, or improvement; one or more entities experienced in healthcare quality and healthcare IT at the regional or national level; and/or one or more experts or organizations experienced in areas such as usability, evaluation, consumer engagement, or communications. AHRQ encourages submissions from offerors interested in and able to contribute initiative, creative thinking, and expertise to improving and expanding the MONAHRQ project. It is assumed that the final design requirements and design approach will be determined during the contract period. AHRQ hopes to preserve the original intent of MONAHRQ as a lightweight, customizable, easy-to-use tool that supports best practices in local healthcare reporting while also expanding MONAHRQ’s capabilities, modularity, extensibility, maintainability, customizability, quality, and use so as to establish it as a well-recognized option in the public reporting field.

Each assumption listed below is numbered according to the task in Section C of the RFP.

Assumptions for Base Year

I-1. *Planning and advisory functions.* Offerors have considerable latitude in defining the composition, organization, and specific activities of the planning and advisory team. However, it is expected that the team will make substantial contributions in terms of recommending and implementing activities and will play a role greater than that of mere technical advisors.

I-1 *MONAHRQ software enhancements and new developments planning.* The offeror should assume that AHRQ will provide the drafts of the similar planning documents that AHRQ has used with MONAHRQ in the past.

I-2 *Software and data.* The offeror shall assume that the MONAHRQ source code base, documentation, and recent technical assistance logs will be transferred to the new contractor. The offeror shall assume that the MS-DRG grouper software will not be transferred to the new contractor, and that the new contractor shall provide equivalent capability. The offeror shall assume that the 3M APR-DRG grouper will not be transferred to the new contractor, and that the new contractor shall not replace it. The offeror shall assume that they shall receive training and support from the previous contractor during a 3-month transition period.

I-2.5.2.1 *Data and measures.* For purposes of software development, testing and populating MONAHRQ demo sites, in addition to the data sources already specified in the Solicitation AHRQ-12-10011 (Section C.I-2.3 and Section C.I.2.5.2.1), the offeror shall assume that the government will provide populated databases containing deidentified or synthetic health information.

I-2.4. For budget estimation purposes, assume one non-routine maintenance release per year. However, such non-routine maintenance updates should be minimized.

I-3.2.3.1 For budget estimation purposes, assume that the number of TA requests will increase by 20 percent annually.

I-3.2.4.0. *Website performance and metrics.* Assume that visits and downloads will increase over the contract period but will be no more than twice the current rate.

I-3.2.4.3. *Website organization and appearance.* Assume that the website shall be reassessed and updated with each major MONAHRQ release.

I-3.2.6.1. *Existing materials.*

- *MONAHRQ Wikipedia page.* Assume that this page shall be updated with each MONAHRQ release and as reviewed and modified as needed in the interim, or approximately quarterly.
- *MONAHRQ fact sheet.* Assume that the fact sheet shall be updated with each MONAHRQ release.
- *MONAHRQ website FAQ.* Assume that the FAQ shall be updated every 6 months.
- *MONAHRQ informational presentation (PPT file).* Assume that the fact sheet shall be updated with each MONAHRQ release.
- *Resources.* Assume that resources, such as presentations, papers, or links to MONAHRQ news, shall be reviewed and updated/expanded quarterly.
- *Listserv announcement archives.* Assume quarterly listserv announcements, each of which shall be added to the listserv archive page.
- *News (website "What's New" feature).* The contractor shall add brief "What's New" items promptly as needed. Assume one item per month on average. The contractor shall

review the “What’s New” items monthly to update or retire items as needed, after discussion with AHRQ staff.

- *Archives page.* Assume that materials shall be moved from other parts of the website to the archives page with each MONAHRQ release, or at minimum annually.
- *MONAHRQ floor banner and tabletop banner.* Assume that one new set of MONAHRQ floor and tabletop banners shall be designed and produced during the five years of the contract.

I-3.2.5.2. *New materials.*

- *Webinar presentations and recordings.* For budget estimation purposes, assume 4 per year.
- *Journal articles or white papers.* For budget estimation purposes, assume 2 per year.
- *Brief announcements, brochures, flyers, letters, and notices of no more than two pages each.* For budget estimation purposes, assume 4 per year.

I-3.2.5.3. *Ongoing activities.*

- Assume the size of the MONAHRQ email list will increase by 10% per contract year.
- Assume support for 4 live presentations at professional conferences and meeting around the country per year.
- Assume 4 webinars per year.

I-3.2.6.4. *New activities.*

- For budget estimation purposes, assume a level of effort for new activities similar to that needed to produce, record, and post 4 webinars per year.

I-3.2.6.5. *MONAHRQ demo site.*

- Assume one new demo site shall be created and posted per MONAHRQ release.

I-3.2.7. *MONAHRQ User Group.*

- *Annual half-day in-person meeting.* Assume in-person attendance of 20 members, expenses paid by the contractor, plus virtual access for up to 20 remote attendees. Assume an external moderator and up to 2 guest speakers per meeting.
- *Discussion forum.* Assume that the contractor shall not moderate the forum but shall review it daily for requests or questions, and shall respond appropriately within two business days. Assume that the forum shall support standard subscriber notification options (e.g., notification with each post, weekly summary, etc.) Assume that the contractor shall generate the following content for the forum: biweekly brief digests of forum activity, biweekly short content items.
- *One-on-one phone interviews.* Assume 10 one-hour interviews per year, with written summaries.

I-2.5.2. *Goals of MONAHRQ redesign efforts.*

- Assume that MONAHRQ 5.0 shall be able to import and report **three** new types of data or measures. Please see section I-2.5.2.1 for a list of data and measures that AHRQ currently considers high priority for including in MONAHRQ.
- Assume that MONAHRQ 5.0 shall include **three** new types of data analysis, communications, or reporting features. Please see section I-2.5.2.2 for a list of data

analysis, communications, or reporting features that AHRQ currently considers high priority for including in MONAHRQ.

- Assume that MONAHRQ 5.0 shall include **three** new types of customization options. Please see section I-2.5.2.3 for suggested types of customization options and host user application improvements to include in MONAHRQ.
- Assume that MONAHRQ 5.0 shall include **three** new improvements enhancing the ease of use of the MONAHRQ host user application. Please see section I-2.5.2.3 for suggested types of customization options and host user application improvements to include in MONAHRQ.

Assumptions for Option Year 1

Assume that the overall level of effort in Option Year 2 is **approximately the same** as the Base Year.

II-2.2. MONAHRQ 5.0 release.

- Assume that MONAHRQ 5.0 shall be able to report **three** new types of data and measures, as planned in the Base year.
- Assume that MONAHRQ 5.0 shall include **three** new data analysis, communications, or reporting features, as planned in the Base year.
- Assume that MONAHRQ 6.0 shall include **three** new enhancements to the MONAHRQ host user application and **three** new customization options, as planned in the Base year.

II-2.3. MONAHRQ 6.0 planning.

- Assume that MONAHRQ 6.0 shall be able to report **three** new types of data and measures.
- Assume that MONAHRQ 6.0 shall include **three** new data analysis, communications, or reporting features.
- Assume that MONAHRQ 6.0 shall include **three** new enhancements to the MONAHRQ host user application or new customization options.

II-2.5. *Creating new MONAHRQ Quality Improvement (MyQI) guides.* Assume the creation and deployment of **two** new guides.

Assumptions for Option Year 2

Assume that the overall level of effort in Option Year 2 is **approximately the same** as the Base Year.

III-2.2. MONAHRQ 6.0 release.

- Assume that MONAHRQ 5.0 shall be able to report **three** new types of data and measures, as planned in Option year 1.
- Assume that MONAHRQ 5.0 shall include **three** new data analysis, communications, or reporting features, as planned in Option year 1.
- Assume that MONAHRQ 6.0 shall include **three** new enhancements to the MONAHRQ host user application or new customization options, as planned in Option year 1.

III-2.3. MONAHRQ 7.0 planning.

- Assume that MONAHRQ 7.0 shall be able to report **three** new types of data and measures.

- Assume that MONAHRQ 7.0 shall include **three** new data analysis, communications, or reporting features.
- Assume that MONAHRQ 7.0 shall include **three** new enhancements to the MONAHRQ host user application or new customization options.

III-2.5. *Creating new MONAHRQ Quality Improvement (MyQI) guides.* Assume the creation and deployment of **two** new guides.

Assumptions for Option Year 3

Assume that the overall level of effort in Option Year 3 is **approximately half** that of the Base Year.

IV-2.2. MONAHRQ 7.0 release.

- Assume that MONAHRQ 7.0 shall be able to report **three** new types of data and measures, as planned in Option year 2.
- Assume that MONAHRQ 7.0 shall include **three** new data analysis, communications, or reporting features, as planned in Option year 2.
- Assume that MONAHRQ 7.0 shall include **three** new enhancements to the MONAHRQ host user application or new customization options, as planned in Option year 2.

IV-2.3. MONAHRQ 8.0 planning.

- Assume that MONAHRQ 8.0 shall be able to report **two** new types of data and measures.
- Assume that MONAHRQ 8.0 shall include **two** new data analysis, communications, or reporting features.
- Assume that MONAHRQ 8.0 shall include **two** new enhancements to the MONAHRQ host user application or new customization options.

IV-2.5. *Creating new MONAHRQ Quality Improvement (MyQI) guides.* Assume the creation and deployment of **two** new guides.

Assumptions for Option Year 4

Assume that the overall level of effort in Option Year 4 is **approximately half** that of the Base Year.

V-2.1. MONAHRQ 8.0 release.

- Assume that MONAHRQ 8.0 shall be able to report **two** new types of data and measures, as planned in Option year 3.
- Assume that MONAHRQ 8.0 shall include **two** new data analysis, communications, or reporting features, as planned in Option year 3.
- Assume that MONAHRQ 8.0 shall include **two** new enhancements to the MONAHRQ host user application or new customization options, as planned in Option year 3.

V-2.5. *Creating new MONAHRQ Quality Improvement (MyQI) guides.* Assume the creation and deployment of **two** new guides.

Assumptions for Base Year and All Option Years

6. *Transition (option).*

- *Technical assistance to the new contract.* Assume a minimum of 80 hours provided by the project director and 80 hours provided by software developers.

End of amendment